

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr.—Miss—Mrs.—One given name, initial(s), and surname)

2. DATE OF BIRTH

3. REQUEST NO.

4. DATE OF REQUEST

26 June 1953

5. NATURE OF ACTION REQUESTED:

6. EFFECTIVE DATE
A. PROPOSED:

7. C. S. OR OTHER
LEGAL AUTHOR-
ITY

A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)

Termination of Contract

30 June

B. POSITION (Specify whether establish, change grade or title, etc.)

Temporary Expert

B. APPROVED:

FROM—

8. POSITION TITLE AND
NUMBER

TO—

8. **Temporary Expert**

9. SERVICE, GRADE, AND
SALARY

9. **\$6,000. for term of contract**

10. ORGANIZATIONAL
DESIGNATIONS

10.

11. HEADQUARTERS

11. **Washington, D. C.**

☐ FIELD

☒ DEPARTMENTAL

12. FIELD OR DEPARTMENTAL

☐ FIELD

☐ DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

Machine Indexing Project terminates on 30 June 1953.

B. REQUESTED BY (Name and title)

W. L. Pool

Management Officer

D. REQUEST APPROVED BY

Signature: _____

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

Title: _____

E. A. Saunders, Comptroller

13. VETERAN PREFERENCE

14. POSITION CLASSIFICATION ACTION

NONE	WWII	OTHER	5-PT.	10-POINT
				DISAB. OTHER

NEW	VICE	I. A.	REAL.

15. SEX

16. RACE

17. APPROPRIATION

FROM:

TO:

18. SUBJECT TO C. S.
RETIREMENT ACT
(YES—NO)

19. DATE OF APPOINT-
MENT AFFIDAVITS
(ACCESSIONS ONLY)

20. LEGAL RESIDENCE

☐ CLAIMED ☐ PROVED
STATE:

21. STANDARD FORM 50 REMARKS

22. CLEARANCES

INITIAL OR SIGNATURE

DATE

REMARKS:

A.

B. CEIL. OR POS. CONTROL

C. CLASSIFICATION

D. PLACEMENT OR EMPL.

E.

F. APPROVED BY

23. RESIGNATION

I RESIGN FOR THE FOLLOWING REASON:

DATE _____

MY LAST WORKING DAY WILL BE _____

(SIGNATURE)

24. SEPARATION DATA

FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS:

(STREET)

(CITY)

(ZONE)

(STATE)

BRIEF DESCRIPTION OF DUTIES

QUALIFICATIONS

EDUCATION

(if pertinent)

Essential:

AGE RANGE _____ SEX _____

Desired:

ESSENTIAL QUALIFICATIONS (Experience, Skills, Languages, Area Knowledge, etc.)

DESIRED QUALIFICATIONS (Experience, Skills, Languages, Area Knowledge, etc.)